



# Administrative Set-Up Guide for LiLI Unlimited Catalog: A Guide for FirstSearch Administrators

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The LiLI Unlimited Catalog is a customized, union catalog that combines all Idaho library holdings into a single, easy-to-search database.

The group catalog is available through your OCLC FirstSearch account, and includes access to WorldCat and other databases provided by your library.

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## Important Changes

The following four areas are particularly important to you and/or your library's FirstSearch administrator:

1. Changes OCLC will make to your library's FirstSearch account to optimize the LiLI Unlimited Catalog
2. Suggested changes to further customize the LiLI Unlimited Catalog
3. Setting up direct links into the LiLI Unlimited Catalog
4. Activating "Patron ILL Request" within FirstSearch

### 1. Changes OCLC will make to your library's FirstSearch account

On behalf of libraries participating in the LiLI Unlimited Catalog, OCLC has modified FirstSearch accounts through the FirstSearch administrative module (<http://firstsearch.oclc.org/admin>). We have changed the following:

- **Logo:** The logo for the LiLI Unlimited Catalog will appear in the upper left-hand corner of the search screen. It is the same logo found at the top of this page. The text in the upper left-hand corner will read: "LiLI Unlimited Catalog". The logo is persistent throughout the session. It can be viewed at: <http://www.lili.org/images/lili-u-logo-header.gif>. In addition, the logo itself will be a hotlink to <http://www.lili.org/lili/unlimited/>, the introduction page about the LiLI Unlimited Group Catalog.
- **Colors:** The color scheme used in the group catalog contains custom colors for LiLI Unlimited. All users of the LiLI Unlimited Catalog will see this uniform view.
- **Display All Libraries:** This functionality will be set to ON. This specifies that users can display holdings information for all libraries, not limited to the group holdings.
- **Database default:** Patrons will automatically search all Idaho libraries, with the ability to change the search to any of the other scopes, or expand to libraries worldwide (WorldCat).
- **Custom Web Links:** Three custom links to Web site will appear in the upper right-hand corner of the LiLI Unlimited Catalog. (Note: Existing links will not be overwritten.) These links offer users the ability to quickly link to:
  - LiLI Unlimited: <http://www.lili.org/lili/unlimited/>
  - LiLI Database Portal: <http://www.lili.org/portal/>
  - Idaho State Library homepage: <http://www.lili.org/>

(To make any changes of the above, log on to <http://firstsearch.oclc.org/admin>, click on "Interface Display tab," then "Your Library Settings")

## 2. Suggested changes to further customize the LiLI Unlimited Catalog

In order to maximize your experience with the LiLI Unlimited Catalog, your library may want to consider further customizing the FirstSearch Web site for your patrons through the FirstSearch administrative module:

- **Shelf status information:** Help your users find items in your library by providing them with shelf status information. This feature lets you add a link to your library's Web OPAC or Z39.50 catalog from the LiLI Unlimited Catalog, allowing users to link to item-level shelf status information. For more information on Web and Z39.50 OPACs, please click below.
  - [Z39.50 OPACs](#)
  - [Web OPAC](#)
- **Adding your own logo and URLs for branding:** When your users log on to the LiLI Unlimited Catalog, a logo will appear in the upper left-hand corner of the screen. You can further brand the FirstSearch service with your library's logo, making your users aware that they're searching the LiLI Unlimited Catalog through your library. [Click here](#) for more information on branding.
- **Changing search settings:** Simplify searching for your users by choosing the default search screen they'll use to search the LiLI Unlimited Catalog: Basic, Advanced or Expert. [Click here](#) for more information on search settings.
- **Customization:** Customization can be done using the FirstSearch administrative module at <http://firstsearch.oclc.org/admin>. You'll need to log on with your FirstSearch authorization and password. Please contact your Regional Service Provider for more information.

For complete FirstSearch documentation, please visit:

<http://www.oclc.org/support/documentation/firstsearch/>

## 3. Setting up direct links from your Web site

Libraries with web sites hosted on the State Library's LiLI server can easily incorporate an automatic WebScript login on their site by contacting Michael Samuelson at the Idaho State Library. Call (208) 334-2150 or email [mlsamuel@isl.state.id.us](mailto:mlsamuel@isl.state.id.us).

All other libraries may configure access to the group catalog using one or both of these methods:

- A. **Automatic Log on Method using IP-address recognition:** IP-address recognition lets your users click on links on your library's Web pages to access FirstSearch and your group catalog automatically without typing in the FirstSearch authorization number and password. Once you set up IP-address recognition through the FirstSearch administrative module, the following links will provide seamless entry to the group catalog. The following links are special IP-address recognition URL's, which should not require any additional editing. Once you have IP-address recognition set up, place the appropriate link from below, on your library's Web page.

**NOTE:** Please remember that there are no hard returns in the URL.

*LiLI Unlimited Catalog: This is a FirstSearch IP-address recognition line that logs on a registered IP address as a library patron.*

<http://firstsearch.oclc.org/fsip?db=idahoGroupCatalog&screen=basic>

For more information on configuring IP-address recognition, please visit:

<http://www.oclc.org/firstsearch/documentation/ip/>

- B. **Remote Log on Method using WebScripts:** A user accessing your library's Web pages from a remote location cannot use IP-address recognition to log on to FirstSearch if the user's IP address is not recognized. Remote access is supported by WebScript automatic log on scripting. It is recommended that you consult your library's system administrator to determine the best method for providing remote access to FirstSearch.

To offer the WebScript automatic log on process, an institution must have the following:

- A CGI 1.1-compliant HTTP server running at your site
- Permission to execute the CGI scripts and the WebScript application
- A system administrator with knowledge of CGI

In the [Script Package](#) OCLC provides the WebScript CGI application and a FirstSearch script template. The system administrator will need to modify the [script template](#) to create a script for your institution.

For more information on WebScript, please visit  
[http://www.oclc.org/firstsearch/documentation/auto\\_logon.htm](http://www.oclc.org/firstsearch/documentation/auto_logon.htm)

A library may also choose to direct patrons to the LiLI Portal (<http://www.lili.org/portal/>) for remote access to the LiLI Unlimited catalog and the LiLI Databases.

#### **4. Activating “Patron ILL Request” within FirstSearch**

When you turn on ILL access within FirstSearch, your library’s users can click a text link on a resource citation and go directly to a Web form that lets them request the resource themselves.

You decide how requests are handled, by database. You can send the request to the OCLC ILL review file for staff review, submit to OCLC ILL Direct Request or send to the e-mail address of your choice. In WorldCat, you can even enable access by document type, so that users are not offered the ILL option for items such as archival material.

Turning on ILL access is easy, for complete instructions go to the Quick Start Guide at:  
[http://www.oclc.org/ill/migration/quickstart\\_illuserrequests.pdf](http://www.oclc.org/ill/migration/quickstart_illuserrequests.pdf)

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**To learn more about LiLI Unlimited Catalog, please contact:**

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**For library support please contact OCLC Western Help Desk:**

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western@oclc.org